

U.S. General Services Administration (GSA)

PRESIDENTIAL TRANSITION “HOT ISSUES” INFORMATION PAPER

SUBJECT: Reduce the Footprint

1. BACKGROUND:

GSA is committed to reducing the federal government’s real property footprint. Since the implementation of the Reduce the Footprint Policy (RTF) in 2015, GSA has assisted other agencies in developing their 5-year strategic plans to reduce their real property inventories and identifying opportunities to for co-locations, consolidations and disposals. GSA also developed two significant tools to aid agencies in their portfolio analyses. The government-wide RTF baseline for both office and warehouse space was established in FY 2015. GSA will monitor and report agencies’ performance against the FY 2015 RTF baseline (668,588,762 SF, as reported) for the duration of the policy. GSA also continues to utilize the [Total Workplace Program](#), ongoing disposal efforts and consolidation projects to reduce its own portfolio.

SME:

- Email: aluanda.drain@gsa.gov
- Phone: 202-731-9527

2. SCOPE AND EFFECT:

a. Impact on GSA’s Customers:

- The RTF policy requires Chief Financial Officer Act agencies to develop an annual Real Property Efficiency Plan that contains:
 - Annual reduction targets in office and warehouse space
 - Annual targets for disposals of other types of owned buildings
 - Space design standard
 - No increases in the overall square footage of office and warehouse space
- The policy aims to further reduce the size of the Federal portfolio by requiring agencies to identify real property that can either be consolidated or removed from the Federal inventory.

3. ACTION(S) PLANNED OR REQUIRED:

GSA will monitor agency compliance with the various requirements of the Reduce the Footprint using data submitted by agencies to the Federal Real Property Profile Management System and occupancy agreement data obtained from GSA’s Public Buildings Service. The compliance analysis will be shared with each agency as well as the Office of Management and Budget (OMB). GSA will:

- Implement robust reduction targets in FY17 – FY21 RTF Plans.
- Institutionalize current RTF projects and targets by enhancing coordination among strategic planning staff, senior real property offices, and chief financial officers.

- Focus on agencies funding consolidation projects to enable portfolio reductions in out years.
- Prioritize agencies driving ongoing disposal projects

4. KEY STAKEHOLDER INTEREST:

Key stakeholders for the RTF initiative include OMB, which issued the RTF policy. The Government Accountability Office and Congress are also stakeholders who have often criticized the Executive Branch for not removing excess and underutilized property from the Federal inventory.

5. FISCAL YEAR 2017/2018 BUDGET IMPACT:

GSA's Public Building Service will need funds to execute the consolidation projects that are necessary to implement the planned reductions identified in agencies' Real Property Efficiency Plans.